



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, May 9, 2023
Commissioners present:	Ernie Moser and John Crowder
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	Jeff Hough
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, and Chief of Staff Braeden Clayson

Agenda Details

AGENDA	
1	<p>Claims Meeting and Work Session (action item)</p> <p>Claims Agenda:</p> <ul style="list-style-type: none"> • Board of Ambulance District: Invoices and Commissioner Report • Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications • Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session • Payroll Report • Alcohol Licenses and Permits • Certificate of Residency Approval • Mileage Reimbursement Requests • Technology Request Form • Memorandum Authorization for Accounts Payable • Cardholder User Agreement and Authorization <p>Work Session Agenda:</p>
2	<ul style="list-style-type: none"> • Scott Crowther, Business Manager and Event Director, regarding (1) approval of and signature on contract for a Fitness Class; (2) approval of and signature on contract requesting a fee waiver for the Wellness Wiggle, and; (3) Executive Session under Idaho Code §§74-206(1)(d) to consider records that are exempt from disclosure as provided in <u>chapter 1, title 74, Idaho Code</u>; and (e) to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations with potential action following adjournment of Executive Session (requested 10 minutes) (action item)
3	<ul style="list-style-type: none"> • Shanda Crystal, Chief Procurement Officer, requesting (1) signature on a 3-year contract with Acme Pro Pyro for the 4th of July Fireworks Display, and; (2) to present a procurement update (requesting 5 minutes) (action item)
4	<ul style="list-style-type: none"> • Dillon Evans, Landfill Manager, regarding a request by School District 25 to deposit the turf from Century High School's football field in the landfill (requested 10 minutes) (action item)
5	<ul style="list-style-type: none"> • Kiel Burmester, Public Works Director, presenting a Public Works update
6	<ul style="list-style-type: none"> • Kristi Klauser, Comptroller, requesting a signature on a Surety Bond release for Contract West Roofing Inc. (action item)
7	<ul style="list-style-type: none"> • Adam McKinney, Chief Technical Officer, seeking signature on contract with Konexus for AlertSense (action item)
8	<ul style="list-style-type: none"> • Signature on Mountain Shadow Landscaping Service Contract (action item)

Meeting Notes

- 1 9:00 AM Moser called the meeting to order. Crowder moved to enter into the Board of Ambulance. The motion passed. Crowder moved to approve the refunds and return to the Board of Commissioners. The motion passed. Crowder moved to approve the Commission report and invoices. The motion passed. Crowder moved to approve the salary forms. The motion passed. Crowder moved to approve the alcohol licenses. The motion passed. Crowder moved to approve the certificate of residency. The motion passed.
- 2 9:05 AM Event Manager Chaney Colter also appeared. Shantal Lauu appeared for SIPH and reviewed the Wellness Wiggle event to promote children’s mental health and provide resources in the community. Crowther explained the request to waive the pavilion rental fee. Crowder moved to approve the contract for the Wellness Wiggle and waive the fee. The motion passed.
9:06 AM Colter reviewed a sponsorship agreement with Camping World to include four RV shows, involvement with concerts, and advertisement through the property. Crowder moved to approve the contract with Camping World. The motion passed.
- 3 9:12 AM Crystal requested a three-year contract with Acme Pro Pyro for fireworks. Crowther reported that Acme has done the fireworks for the last two years and the shows have been better. Legal has approved the contract. Sponsors have been obtained to pay the contract in full. Crowder moved to approve the contract with Acme. The motion passed.
9:14 AM Crystal recommended canceling the steel building bid. Crowther moved to authorize cancelation of the RFP. The motion passed.
9:15 AM Crystal gave updates on procurement projects.
- 4 9:18 AM Brian Glenn, Facilities Coordinator for Pocatello School District, appeared. Discussion ensued on material being removed from Century High School’s football field. Evans reviewed the landfill fees would be about \$20,000 and some material can be used as cover. Crowther recommended taking the sod for the Wellness Complex championship field. The fill dirt can go to landfill and removing the sod will be looked into.
- 5 9:25 AM Burmester gave updates on Public Works.
- 6 9:56 AM Klauser reviewed the request to release the bond for the jail roof. Crowder moved to authorize signature on the bond release. The motion passed.
- 7 9:23 AM McKinney reviewed a renewal for AlertSense. Crowder moved to approve the contract. The motion passed.
- 8 9:57 AM Crowder moved to authorize signature on the Mountain Shadow Landscaping Service contract. The motion passed

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved entry/exit Board of Ambulance and refunds, Commission report, invoices, salary forms, alcohol licenses, and certificate of residency.	Clerk/Auditing
Approved fee waiver and contract for Wellness Wiggle event.	Parks and Rec
Approved sponsorship contract with Camping World.	Parks and Rec
Approved three-year contract with Acme Pro Pyro for fireworks.	Parks and Rec/Procurement
Canceled steel building bid.	Procurement
Released bond for jail roof project.	Procurement
Approved renewal of AlertSense.	IT
Approved contract with Mountain Shadow Landscaping.	Sheriff